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NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE
NO. 10-2

SECURITY
30 December 1968

CLEARANCE CERTIFICATION UTILIZING AGENCY AND
DIA BADGE INDICATORS

REFERENCE: NPIC Notice 10-3-7
NPIC Notice 10-35-5

1. Permission has been granted to use the "H" indicator on the CIA badge and the "D-6" indicator on the DIA badge for SI-TKH clearance certification for admittance to [redacted] in lieu of IP Form 414 (Clearance Request). Individuals following this procedure will present either the CIA or DIA badge, sign a register, and indicate the name of the NPIC individual being visited. At this point, the receptionist will issue a blue Visitor Badge (cleared-no escort) granting access to the building and telephone the NPIC host informing him that his visitor is enroute to his office.

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2. This procedure simply provides access to the building by acknowledging CIA and DIA badge codes for SI-TKH clearances. Host officials are still responsible for ascertaining codeword clearances, when appropriate, by processing IP Form 414 (Clearance Request) in advance of visits, and for insuring the continued application of the "need-to-know" principle in all their contacts. Receptionists located at vault entrances should continue to be alert to question all holders of Visitor Badges as to whom they wish to see and insure that the visitor is expected.

3. The host official must also still contact the Security Branch in advance to determine the availability of a parking space, if one is desired, and to notify his visitor. Due to the limited number of visitor parking spaces at [redacted] it is recommended that parking arrangements be made as far in advance as possible.

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ARTHUR C. LUNDAHL
Director, NPIC

Distribution: No. 3

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